

Barrington Public Library  
Library Trustee Board Meeting Minutes      APPROVED  
November 16<sup>th</sup>, 2021

The Library Trustees Board met in person at the library with zoom access being made available to the public.

**PRESENT:** Leigh Elliott, Karen Towne, Karolina Bodner, Robert Drew, Lydia Cupp, Joyce Cappiello, Alternate, Melissa Huette, Library Director, and Sam Ronda, potential Alternate, and George Bailey, Select Board, Representative. **Absent:** Susan Frankel

The meeting was called to order by Leigh Elliott, Chair, at 6:30 pm.  
A motion was made by Leigh to accept the October 19 minutes, seconded by Karolina, and it passed by a roll call vote.

**Donations:** Melissa explained that the donations included those for notary service. Karen made a motion to accept donations of \$75.50, seconded by Joyce, passed by a roll call vote.  
**Treasurer's Report:** Karen presented the Treasurer's Report for Susan. Joyce made a motion to accept the Treasurer's Report, seconded by Lydia, and it passed by a roll call vote.

**Public Comment:** George explained his previous absences, due to Select Board commitments. He stated that the Select Board has worked to keep the tax rate below 20%, and this year's rate is \$19.50. The ABC will discuss warrant article requests and finalize recommendations by Dec. 6 before the budget deadline of Dec.13. George suggested that the library look into the potential sale of books donated to the Transfer Station in the book bin.

**Friends' Report:** Lydia mentioned that the Friends voted to donate \$3000 toward the Library purchase of a shed. The shed, to be delivered Nov. 19) will be used to house extra furniture to allow for more interior space to meet pandemic protocol safety specifications.

**Director's Report:** Melissa mentioned that the SB will be given more information about the BPL budget request to increase staff hours. She discussed the dates of billing and contracts from various vendors and efforts to have them align with Town budgets and billing.

Holiday Hours reminders: The library close at 4pm Nov. 24. It will be closed 25 and 26. Normal hours will resume on Sat., Nov. 27.

Melissa is researching Personnel Policies with other state libraries in order to update our current ones. In particular, the policies need to reflect inclusivity in their gender identity.

Tuition Reimbursement: Melissa is researching state library policies and a staff survey for guidance on possible tuition budgeting for staff training and tuition reimbursement.

Programming: Wendy is finishing the fall session of storytelling. The December and January newsletters will announce art programs and the resuming of clubs (mahjong, cribbage etc.).

**Old Business:** Sam Ronda has applied to the SB for a Trustee Alternate position. The Board is seeking a 3<sup>rd</sup> Alternate.

The annual Director's Evaluation Subcommittee will meet at the Library Dec. 11 (10 – 12), Jan. 5<sup>th</sup> (4-5:30) and Jan. 6<sup>th</sup> (4-5:30).

**New Business:** Melissa and the Board will present a statement to the SB explaining the need to increase staff hours. There is a need for overlapping hours to be able to have staff meetings. Due to privacy issues, volunteers are not allowed to fill in for staff responsibilities.

8:00 pm Leigh made a motion to go into a Non Public Session according to RSA 91-A:3 IIc., seconded by Lydia, and the motion passed by a roll call vote.

8:39 Leigh made a motion to adjourn, seconded by Joyce, and it passed by a roll call vote.

**Next Meeting December 21<sup>st</sup>, 2021 at 6:30 pm**

Minutes recorded by Karolina Bodner, Secretary